

Sheffield-Sheffield Lake City Schools Regular Board of Education Meeting

1824 Harris Road
Sheffield, OH 44054

November 13, 2025

5:30 P.M. Regular Meeting

Administration Center

Mrs. Pat Czech
Mrs. Amy DeLuca
Mrs. Sandra Jensen, Vice President
Mrs. Sheila Lopez, President
Mrs. Lisa Miller
Mr. Michael F. Cook, Superintendent
Mr. Adam Hines, Treasurer



INSPIRE ~ EXCITE ~ EDUCATE



NOTICE TO THE PUBLIC

We wish to welcome you to the Sheffield-Sheffield Lake Board of Education Meeting. Please be advised that tonight's meeting may be videotaped for a presentation on cable. This agenda copy is provided for your convenience.

Each Board member receives his agenda and an abundance of informational material well in advance of each meeting. He, individually, has had the opportunity to study each item and to ask questions of school personnel.

The Board meeting is for the purpose of conducting public business and is not designed to be a public forum. Your questions and suggestions, however, are most welcome.

In general, all comments and questions should be brought to the attention of the school's administration. In most instances problems can be settled in this manner.

Please fill out the forms available should you wish to address a comment to the Board of Education. A place on the agenda has been provided for this purpose. In addressing the Board, state your name and address. Please keep your comments short and to the point.

The Board will gladly accept your suggestions and requests and will try to answer your questions when possible. Most often, however, action will be deferred to a subsequent meeting to allow time to thoroughly study your input.

DISTRICT GOALS

1. To improve the number of standards (indicators) met on the Ohio School District Report Card.
2. To maintain financial stability.
3. To improve the image and reputation of the district by conducting an annual community satisfaction survey and to increase public support and involvement demonstrated by at least fifty percent of the student's homes participating in some two-way communication forum with the district during the school year.

Thank you for attending.

Your interest is appreciated.



Regular Meeting

I. OPENING ITEMS

- A. Call to Order
- B. Roll Call

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

- C. Pledge of Allegiance

II. AGENDA

- a. Motion to approve the agenda.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

III. INFORMATIONAL ITEMS

OSBA Presentation
High School Student Recognition

IV. TREASURER'S BUSINESS

- A. Reports
- B. Approval of Minutes

It is recommended that the Sheffield-Sheffield Lake Board of Education approve Minutes from the following agenda(s):

Regular Meeting – October 9, 2025

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

C. Approval of Purchase Orders

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached purchase orders above \$ 3,000.00 with issues.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____



D. Approval of Financial Statements

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the enclosed financial statements.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

E. Gift Card Donation for Brookside Middle School

It is recommended that the Sheffield-Sheffield Lake Board of Education accept and knowledge the following gift card donations to Brookside Middle School for PBIS student rewards:

- a. \$40 gift card to Starbucks from Ashley Martin
- b. \$10 gift card to Amazon from Ruth Mery Chumpitaz Castillo

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

F. Barnes Wendling CPAS INC Donation

It is recommended that the Sheffield-Sheffield Lake Board of Education accept and knowledge the following donation to Brookside Intermediate School for Thanksgiving Art Program from Barnes Wendling CPAS INC in the amount of \$500.00

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

G. The Sheffield Village Lions Club Donation

It is recommended that the Sheffield-Sheffield Lake Board of Education accept and knowledge the following donation from the Sheffield Village Lions Club for the purpose of organizing a “holiday pop-up shop” for students in need at Knollwood School in the amount of \$3,000.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

H. The AMVETS POST 55 Donation

It is recommended that the Sheffield-Sheffield Lake Board of Education accept and acknowledge the following donations from the AMVETS POST 55:

- a. \$1,300 to the BIS STEAM.
- b. \$1,000 to the BMS Girls Basketball team.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____



V. SUPERINTENDENT’S BUSINESS/HUMAN RESOURCES

A. Resignations/Leave Requests/Retirements

It is recommended that the Sheffield-Sheffield Lake Board of Education honor the following employee(s) request:

- a. **Patrick DiBattiste**, resigning from ½ position as the Wrestling Coach at Brookside Middle School, effective October 6, 2025.
- b. **Barb Hobart**, Brookside Intermediate School SSP Monitor, effective October 24, 2025.
- c. **Collin Houpt**, resigning from ½ position as the Wrestling Coach at Brookside Middle School, effective September 25, 2025.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

B. Certified Salary Adjustment

It is recommended that the Sheffield-Sheffield Lake Board of Education approves the salary increases for advanced training for the following certified personnel as per the Master Agreement retro-active to August 1st, 2025.

- | | <u>FROM</u> | <u>TO</u> |
|-------------------|-------------|-----------|
| a. Pamela Vasquez | MA | MA+24 |

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

C. Classified

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the following classified personnel at the appropriate salary schedule rate as per the Negotiated Agreement and contingent upon the successful completion of all payroll requirements.

- a. **George Rasch**, Maintenance/Custodial – Brookside High School Custodian, Step 2, 8 hrs./day, 247 days/year plus contracted holidays (pro-rated), effective November 17, 2025.
- b. **Madeline Rouhier**, Brookside Intermediate School SSP Monitor, Step 1, 2.5 hrs./day, 181 days/year plus contracted holidays (pro-rated), effective December 1, 2025.
- c. **Nillian Santiago**, Transportation Bus Driver, Step 3, 4 hrs./day, 181 days/year plus contracted holidays (pro-rated), effective October 7, 2025.



Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

D. Certified

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the following certified personnel at the appropriate salary schedule rate as per the Master Agreement and contingent upon successful completion of all certification and payroll requirements. Pay and benefits shall be retroactive to the first day of work in accordance with the MOU.

- a. **Teressa Grega**, Forestlawn Early Learning Center Long Term Substitute, Step 0, BA, effective November 14, 2025.
- b. **Ryan Majercak**, Brookside High School Long-Term Substitute, Step 0, BA, effective 2025-2026 school year.
- c. **Patricia Rogalski**, Knollwood Elementary School Long-Term Substitute, Step 0, BA, effective 2025-2026 school year.
- d. **Mallory Shepard**, Brookside Intermediate School Long-Term Substitute, Step 0, BA, effective 2025-2026 school year.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

E. Supplemental

It is recommended that the Sheffield-Sheffield Lake Board of Education award a Supplemental Contract at the appropriate salary schedule rate as per the Master Agreement to the following personnel contingent upon successful completion of all payroll requirements and current certifications.

- a. **Patrick DiBasttiste**, BHS/BMS *Volunteer* Wrestling Coach, at no cost to the district, effective November 14, 2025.
- b. **Collin Houpt**, BHS/BMS *Volunteer* Wrestling Coach, at no cost to the district, effective November 14, 2025.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

F. Parent/Community Volunteer

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the following individual(s) to serve as volunteers at no cost to the district for the 2025-26 school year/season.



- a. **Lisa Arcuri**, Parent/Community/Band Volunteer, at no cost to the district, effective November 14, 2025.
- b. **Nicole Barcellos**, Parent/Community/Band Volunteer, at no cost to the district, effective November 14, 2025.
- c. **Patrick DiBattiste**, Parent/Community/Band Volunteer, at no cost to the district, effective November 14, 2025.
- d. **Richard DiBattiste**, Parent/Community/Band Volunteer, at no cost to the district, effective November 14, 2025.
- e. **Desere Dobson**, Parent/Community/Band Volunteer, at no cost to the district, effective November 14, 2025.
- f. **Nicole Furio**, Parent/Community/Band Volunteer, at no cost to the district, effective November 14, 2025.
- g. **Ashley Havanec**, Parent/Community/Band Volunteer, at no cost to the district, effective November 14, 2025.
- h. **James Herchler**, Parent/Community/Band Volunteer, at no cost to the district, effective November 14, 2025.
- i. **Colleen Leighty**, Parent/Community/Band Volunteer, at no cost to the district, effective November 14, 2025.
- j. **Robert Malinky**, Parent/Community/Band Volunteer, at no cost to the district, effective November 14, 2025.
- k. **Tina Malinky**, Parent/Community/Band Volunteer, at no cost to the district, effective November 14, 2025.
- l. **Dawn Smith**, Parent/Community/Band Volunteer, at no cost to the district, effective November 14, 2025.
- Clarissa **Dragony**, Parent/Community/ModelUN Volunteer, at no cost to the district, contingent upon successful completion of background check.
- n. **Candace McCool-Gill**, Parent/Community/ModelUN Volunteer, at no cost to the district, contingent upon successful completion of background check.
- o. **Mary Kramp**, Parent/Community/ModelUN Volunteer, at no cost to the district, contingent upon successful completion of background check.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

VI. BUSINESS OPERATIONS

A. Sheffield-Sheffield Lake Board Policy

It is recommended that the Sheffield-Sheffield Lake Board of Education approve and adopt the following board policy with our board policy manual in accordance with the law.

- a. 3.10 - Alcohol and Drug Abuse Testing – Revised
- b. 6.31 - Student Health Services and First Aid - Revised



- c. 6.44 - Transportation of Students in Board Owned Vehicles - **NEW**
- d. 6.51 - Overdose Reversal Drugs - Revised
- e. 8.08 - Expense Reimbursement – Revised
- f. 9.40 - Student Meal Charges - Revised
- g. 9.46 - Recording of Academic Instruction, Meetings, and Other Services - **NEW**

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

B. Sheffield-Sheffield Lake Teachers Association MOU Agreement

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the Sheffield -Sheffield Lake Teachers Association Long-Term Substitutes Memorandum of Understanding Agreement.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

VII. COMMENTS FROM THE PUBLIC

In order for the Board to fulfill its obligation to complete the planned agenda in an effective and efficient fashion, a maximum of 30 minutes of public participation may be permitted at each meeting.

Each person addressing the Board shall give his/her name and address. If several people wish to speak, each person is allotted three minutes until the total time of 30 minutes is used. During that period, no person may speak twice until all who desire to speak have the opportunity to do so. People desiring more time should follow the procedure of the Board to be placed on the regular agenda. The period of public participation may be extended by a vote of most of the Board, present and voting.”

VIII. STANDING COMMITTEE REPORT

- A. Joint Vocational School
- B. Athletic Counsel
- C. Legislative Liaison
- D. Endowment Fund
- E. S.A.L.T. – Student Achievement Leadership Team
- F. Finance

X. ADJOURNMENT

Time: _____

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

The next regular meeting will be on December 11, 2025, at 5:30 PM at Brookside Intermediate School.